

Internet and Telephone Orders

If you choose, you may use your credit card to order a certified copy of your certificate over the Internet (online) or by telephone.

How long will it take?

Internet and phone orders are processed within (10) ten business days. You may select to expedite your order to have it processed within 2 business days by choosing the expedite option for an additional fee. The Office of Vital Records is not responsible for delays due to the postal service. Overnight delivery is an option at an additional carrier fee of \$18.00 for FedEx.

Fees:

- Certified Copy Fee - \$30.00 per copy
- Expedite Fee - \$10.00 per transaction and includes all certificate copies requested.
- Handling Fee - \$6.00 per transaction and includes all certificate copies requested.
- Overnight Delivery Charge – Dependent on location of shipment (determined at time the order is placed)

** You must use your own credit card to purchase a certified birth/death record.

*** Third Parties cannot order birth or death records online at this time. New York State Law requires proper documentation of a legal need in order to process third party requests.

To place an order via the internet, visit the [Monroe County Birth/Death Online Order Fulfillment](#)

To order by telephone – please call (585) 753-5135.